Cawood Old Boys School Management Committee

Minutes of the Old Boys’ School Management Committee Meeting

held at 11 Thorpe Lane, Cawood

at 7.00 pm on Wednesday 21th February 2024

1. Welcome and introductions

**Members Present: Cllr Horsfield; Cathie Carr; Irene Brereton; Linda Moore; Marion Cass**

1. Apologies

**There were no apologies.**

1. Minutes of OBSMC Meeting held on Wednesday 8th November 2023
   1. Confirmation of true and correct record **Confirmed**
   2. Matters arising from the Minutes not already on the agenda

**There were no matters arising**

* 1. Update on actions from November meeting, in particular:

Repair to floor – Feoffees agreed to action **Clerk to chase**

Update on water boiler replacement – Feoffees agreed to action **Clerk to chase**

Blinds repair/replacement completed, invoice paid

Update on monthly marketing posts – Cllr Horsfield

Update on OBS FB page – Clerk

**Investigate opening a new FB account Action: Clerk, Cllr Horsfield**

Kitchen fire door sticking – Clerk has reported to Handyman

1. Treasurer’s report

**The treasurer advised the OBSMC of the funds in the account Action: Treasurer**

1. OBSMC membership

**The Parish Council, and the Feoffees do not currently have the availability of members to join the OBSMC. The Feoffees continue to have a representative attend meetings when they have availability.**

1. Safeguarding

**No reports.**

**Parking cones currently working, agreed to purchase stickers for each cone Action: Clerk**

1. Repairs, replacement and maintenance

**There are various repairs (noted above) awaiting action from the Feoffees, Clerk continues to chase Action: Feoffees**

**Damp within the cupboards both in the main area and in the kitchen, causing mold damage to users equipment. Advise Feoffees. Action: Clerk**

**New fridge is not quite holding temperature, contact supplier to check it over Action: Clerk**

**Finger guards have not been fitted to the doors, handyman to have a look. If they won’t fit the main doors, fit to other doors and source one to fit the main doors Action: Clerk**

**Guttering seems to be blocked again, request handyman resolves Action: Clerk**

1. OBS Fees

No increase of fees to be implemented currently, the OBSMC wish to keep the building useable to the community. When the facilities are improved the OBSMC wish to revisit the fees charged.

1. OBS calendar changes

No new regular bookings in this period.

1. Feofees
   1. Update on renovation progress
   2. Next steps

**The Feoffees are meeting with the PC and Community Hub Cttee this week. Plans have been shared by the Feoffees to the PC and OBSMC previously. Cllr Horsfield will feedback to the OBSMC after the meeting.**

**OBSMC points to bring up:**

* **Toilets need significant improvement: heating; sewerage; drainage; hot water. Separate male/female toilets not necessary**
* **Concerned with losing space from car park**
* **Safeguarding: if secondary meeting room to be established a separate entrance and toilet/facilities would be needed**
* **Reducing the size of the kitchen would not be appealing, the size now is adequate and useable for cooking/baking during sessions. Cupboard space would also be an issue if the kitchen space was reduced**
* **Lower ceiling/add mezzanine level to reduce heating cost,improve acoustics**
* **Storage at disabled access to be refurbished to make usable storage**
* **Storage out of the main hall for chairs**
* **Suggest consulting people already using the OBS, rather than consulting too far out**

1. Marketing the venue

**See item 3C.**

1. Actions
2. AOB

A To **resolve to ratify** purchase of weighted cones and additional signage for the parking/fire assembly area

**Toilet seat to be replaced in the small toilet Agreed, Action: Clerk**

**Contact playgroup for an update on items still stored in the OBS**

**Ascertain who empties the sanitary waste, investigate purchase of a new sanitary bin, and new hand towel bin Agreed, Action: Clerk**

1. Date of next meeting May 2024, date TBC

**There being no further business the meeting closed at 2010hrs**